Local Unit Name County City STrup Village Other Prize Was End Opinion Date O2/02/07 Date Audit Report Submitted to State O6/30/06 O2/02/07 Date Audit Report Submitted to State O6/30/06 O2/02/07 O2/02/07 Date Audit Report Submitted to State O6/30/06 O2/02/07 O2/02/02/07 O2/02/02/07 O2/02/02/07 O2/02/02/07 O2/02/02/02/07 O2/02/02/02/02/02/02/02/0			~	100000 2 of 1968, as		ΡΟΓ 1d P A, 71 of 1919	, as amended.				
Piecal varie End Opinion Date O2/02/107 Date Audit Report Submitted to State O3/09/07 O3/09/09/07 O3/09/07	Local Unit of Government Type							County			
De6/30/06				City	⊠Twp	□Village	Other	Hayes To	wnship		Charlevoix
We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations). □ Check each applicable box below. (See instructions for further detail.) □ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary. □ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary. □ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P A 275 of 1980) or the local unit has not exceeded its budget for expenditures. □ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury. □ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division. □ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit. □ The local unit has no it lengal or unauthorized expenditures that came to our attention as defined in the Bulletin for Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin). □ There are no indications of defisication, fraud or embezziement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover. □ The local unit is free of repeated comments from previous years. □ The local unit is free of repeated comments from previous years. □ The local unit is free of repeated comments from previous years. □ The board or council appr						1 '			,	to State	
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1.					~				osed in the financial stateme	ents, inclu	ding the notes, or in the
reporting entity notes to the financial statements as necessary. There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (PA 275 of 1980) or the local unit has not exceeded its budget for expenditures.		YES	9	Check ea	ach applic	able box bel	ow. (See in	structions for	r further detail.)		
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8.	6.	X					•			Emergen	cy Municipal Loan Act, or
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Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin). 10.	8.	X		The local	unit only i	holds deposits	/investmen	ts that compl	ly with statutory requirement	ts.	
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Other (Describe) Certified Public Accountant (Firm Name) Telephone Number											
Certified Public Accountant (Firm Name) Telephone Number					and Reco	ommendations					
	<u></u>				ırm Name\			IN/A	Telephone Number		
	1								· '		
Street Address City State Zip	Sue	el Add	ress						'		`
923 Spring Street Petoskey MI 49770 Authorizing CRA Signature A License Number			•					-411	Petoskey		

James V. Cusenza, CPA

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FINANCIAL REPORT Hayes Township June 30, 2006

HAYES TOWNSHIP FINANCIAL REPORT June 30, 2006

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February 2, 2007

Independent Auditors' Report

Township Board Hayes Township Charlevoix County, Michigan

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of Hayes Township, Michigan, as of and for the year ended June 30, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of Hayes Township, as of June 30, 2006, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Township has not presented management's discussion and analysis that accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of the basic financial statements.

CERTIFIED PUBLIC ACCOUNTANTS

Hill Salvadorus & br.

Petoskey, Michigan

HAYES TOWNSHIP Statement of Net Assets June 30, 2006

	Governmental Activities	
<u>Assets</u>		
Current Assets Cash Accounts receivable Due from other governments Due from fiduciary fund	\$	723.033 544 19.306 2.660
Total current assets		745,543
Noncurrent Assets Capital assets Less: accumulated depreciation Total noncurrent assets		286.258 (124.583) 161,675
Total assets	\$	907.218
<u>Liabilities and Net Assets</u>		
Current Liabilities Accounts payable	\$	7,500
Net Assets Investment in capital assets Restricted: Road maintenance and repairs Metro act expenditures Unrestricted		161,675 154,704 9,215 574,124
Total net assets		899.718
Total liabilities and net assets	\$	907.218

HAYES TOWNSHIP Statement of Activities Year Ended June 30, 2006

Net Revenue

				Program	Revenu	ies	(Exp	ense) and nges in Net Assets
					Оре	erating		
			Cho	arges for	Grai	nts and	Gov	ernmental
	E	xpenses	Se	ervices	Cont	ributions	A	ctiviti <u>es</u>
Functions/Programs								
Governmental Activities:								
General government	\$	97,924	\$	4,585	\$	-	\$	(93.339)
Public safety		36,360		-		-		(36,360)
Public Works		58.710		-		-		(58,710)
Health and welfare		9.974		-		-		(9,974)
Community and Economic								
Development		40,580						(40.580)
Recreation and cultural		23.062				-		(23.062)
Unallocated		15,767		-		-		(15.767)
Depreciation (unallocated)		11,099						[11,099]
Total governmental activities	\$	293,476	\$	4,585	\$			(288.891)
		neral Reven ixes:	ives:					
		Property ta	xes					363.084
	St	ate shared r	evenu	es				138,690
	In	terest						19,126
	0	ther						10.948
		Total ger	neral re	venues				531,848
	C	nange in ne	t assets	i				242,957
Net assets - beginning of year								656,761
	Ne	et assets - e	nd of y	ear			\$	899.718

HAYES TOWNSHIP Governmental Funds 8alance Sheet June 30, 2006

		General
<u>Assets</u>		
Cash	\$	723,033
Accounts Receivable		544
Due from other governments		19,306
Due from other funds		2,660
Total assets	\$	745,543
<u>Liabilities and Fund Balances</u>		
Liabilities:		
Accounts payable	_\$	7,500
Total liabilities		7,500
Fund balances:		
Reserved for:		
Road maintenance and repairs		154.704
Metro act expenditures		9,215
Undesignated		574,124
Total fund balances		738,043
Total liabilities and fund balances	\$	745,543

HAYES TOWNSHIP

Governmental Funds

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets June 30, 2006

Total Fund Balances - Governmental Funds	\$ 738,043
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the governmental funds balance sheet	
Cost of capital assets Accumulated depreciation	 286,258 (124,583 <u>)</u>
Total net assets - governmental activities	\$ 899.718

HAYES TOWNSHIP

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances Year Ended June 30, 2006

	<u>General</u>
Revenues: Taxes State revenue Charges for service Interest	\$ 363,084 138,690 4,585 19,126
Other	10,948
Total revenues	536,433
Expenditures: Current:	
General government Public safety Public works Health and welfare Community and Economic Development Recreation and cultural Unallocated	106.276 36.360 58.710 9,974 40.580 23.062 15.767
Total expenditures	290.729
Net change in fund balance	245.704
Fund balances - beginning of year	492,339
Fund balances - end of year	\$ 738,043

HAYES TOWNSHIP

Governmental Funds

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities Year Ended June 30, 2006

Net Change in Fund Balances - Total Governmental Funds	\$	245,704
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeds capital outlays		
expense in the period.		(2,747)
Change in net assets - governmental activities	_\$	242,957

HAYES TOWNSHIP Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual General Fund Year Ended June 30, 2006

	Original udget	{	Final Budget		Actual	Find	ance with al Budget Over Under)
Revenues:							
Taxes	\$ 327,424	\$	327,424	\$	363,084	\$	35,660
State revenue	130,000		130,000		138,690		8,690
Charges for services	14,800		14,800		4,585		(10,215)
Interest	7,500		7,500		19,126		11,626
Other	 275		275		10.948		10,673
Total revenues	 479,999		479,999		536,433		56,434
Expenditures:							
Current:							
General government:							
Legislative	5,122		7,122		5,138		(1,984)
Supervisor	7,858		7,858		7.358		(500)
Clerk	23,108		23,708		21,622		(2,086)
Board of review	2,400		2,400		1,242		(1,158)
Treasurer	28,107		28,107		18.399		(9.708)
Assessor	23,093		23,343		21,489		(1.854)
Elections	4,839		4,839		2,549		(2,290)
Building and grounds	12,000		12,000		9,773		(2,227)
Legal	7,100		9,600		8,412		(1,188)
Cemetery	9,808		9.808		5,660		(4,148)
Unallocated	 3,500	_	4,200	_	4,634		434
Total general government	 126,935	_	132,985		106,276		(26.709)
Public Safety:							
Fire protection	 44,500		44,500	_	36,360		(8,140)
Public works:							
Road maintenance and repair	272,685		272,685		2,308		(270,377)
Street lights	1,700		1,700		1,330		(370)
Spring clean up	 2 <u>5,</u> 000		56.000		55,072		(928)
Total public works	 299,385		330,385		_58,710		(271,675)
Health and welfare:							
Ambulance service	 11,000		11,000		9.974		(1,026)

HAYES TOWNSHIP Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual General Fund (Continued) Year Ended June 30, 2006

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Community and Economic Development:				
Ordinance enforcement	26,479	26,479	25,469	(1,010)
Zoning	16,342	16.342	15,111	[1,231]
Total Community and Economic				
Development	42.821	42,821	40,580	(2,241)
Recreation and cultural	17,500	17,500	23,062	5,562
Unallocated:				
Insurance	8,600	8.600	7,837	(763)
Payroll taxes	8,491	8.491	7,930	(561)
Total Unallocated	17,091	17,091	15,767	[1,324]
Total expenditures	559,232	596,282	290,729	(305,553)
Net change in fund balance	(79.233)	(116,283)	245,704	361,987
Fund balance - beginning of year	462,414	462,414	492.339	29,925
Fund balance - End of Year	\$ 383,181	\$ 346,131	\$ 738,043	\$ 391,912

HAYES TOWNSHIP Fiduciary Fund Statement of Fiduciary Net Assets June 30, 2006

	_ Agency Fund
Assets Cash	\$ 2.660
Liabilities Due to other funds	\$ 2,660

HAYES TOWNSHIP NOTES TO FINANCIAL STATEMENTS June 30, 2006

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Township operates under a Board-Supervisor form of government and provides the following services as authorized by its charter: public safety (fire), highways and streets, public improvements, planning and zoning, and general administrative services.

The Township's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The Township's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. The following is a summary of the significant policies used by Hayes Township:

REPORTING ENTITY

The accompanying financial statements have been prepared in accordance with criteria established by GASB No. 14, and amended by GASBS No. 39. GASBS 14 states that the primary basis for determining whether outside agencies and organizations should be considered component units of the Township and included in the Township's financial statements is financial accountability. Financial accountability has been defined as follows: A primary government has substantive authority to appoint a voting majority of the component unit's board; the primary government is either able to impose its will on a component unit or there is a potential for the component unit to provide specific financial burdens on the primary government; and the component unit is fiscally dependent on the primary government. The Township has no component units.

BASIC FINANCIAL STATEMENTS - OVERVIEW

The Township's basic financial statements include both government-wide (reporting the Township as a whole) and fund financial statements (reporting the Township's major funds). Both the government-wide and the fund financial statements categorize primary government activities as governmental.

BASIC FINANCIAL STATEMENTS - GOVERNMENT-WIDE STATEMENTS

The government-wide financial statements report information on all of the non-fiduciary activities of the primary government. The government-wide focus is more on operational efficiency, the sustainability of the Township as an entity and the change in the Township's net assets resulting from the current year's activities.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

BASIC FINANCIAL STATEMENTS - GOVERNMENT-WIDE STATEMENTS - CONTINUED

In the government-wide Statement of Net Assets, the governmental activities are presented on a consolidated basis. Due to the full accrual, economic resource basis, all long-term assets and receivables, as well as long-term debt and obligations are recognized. The Township's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The Township first utilizes restricted resources to finance qualifying activities.

The government—wide Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. This statement reduces gross expenses (including depreciation) by related program revenues, which includes charges for services, operating grants and capital grants.

The program revenues must be directly associated with the function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenue.

BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS

The financial transactions of the Township are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues and expenditures. The focus of the fund financial statement is upon the determination of financial position and changes in financial position (sources, uses, and balances of financial resources).

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The emphasis in the fund financial statements is on the major funds in the governmental type category. GASBS No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of the governmental and proprietary funds) for the determination of major funds.

Governmental funds

The following is a description of the major governmental fund of the Township:

General Fund – The General Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

BASIC FINANCIAL STATEMENTS — FUND FINANCIAL STATEMENTS - CONTINUED

Fiduciary fund

Fiduciary funds are used to account for assets held by the Township in a trustee or agent capacity. Since, by definition, these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements. Agency funds use the accrual basis of accounting which reports only assets and liabilities. The following is a description of the fiduciary fund maintained by the Township.

Agency Fund – The Agency Fund accounts for the collection and payments of property tax levies.

BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide stafements are reported using the economic resources measurement focus and the full accrual basis of accounting, which incorporates long-term assets and receivables as well as long-term debt and obligations. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Expenditures generally are recorded when a liability is incurred.

The agency fund is accounted for using the full accrual basis of accounting. The Township's agency fund records liabilities when property taxes are received.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded in the accounting period in which they are earned, as long as they are both available and measurable. Revenues are available when received within the current period or within 60 days after year end. Expenditures are recorded in the accounting period in which the liability is incurred, as under full accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

ASSETS, LIABILITIES, AND NET ASSETS

Cash and Cash Equivalents

Cash and cash equivalents are considered to be cash on hand and demand deposits.

Inter-fund Receivables/Payables

Outstanding balances between funds are reported as "due to/from" other funds on the balance sheet of the fund financial statements and as "internal balances" on the Statement of Net Assets of the government-wide financial statements.

Capital Assets

Capital assets, which include property, buildings and equipment are reported in the applicable governmental activities column in the government-wide financial statements.

Capital assets are recorded by the Township when the initial individual costs are equal to or greater than the following amounts:

<u>Asset Type</u>	<u>Amount</u>
Land	\$ 1
Land improvements	1,000
Buildings	1,000
Building improvements	1,000
Equipment	1,000

Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed.

Property, buildings and equipment are depreciated using the straight-line method over the following useful lives:

Land improvements	20 years
Buildings	40 years
Building improvements	20 years
Equipment	5-20 years

Additionally, depreciation on capital assets begins in the year after acquisition.

Fund Equity

In the fund financial statements, governmental funds report reserved fund balances for amounts that are not available for appropriation or are legally restricted by outside parties for specific purposes.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the operating fund of the Township except for the agency fund. Budgetary control is legally maintained at the fund level.

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

- Prior to July 1, the Supervisor submits to the Township Board a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted at the Township Hall to obtain taxpayer comments.
- 3. The budget is legally enacted through passage of an ordinance.
- 4. The budget for the General Fund is adopted at the total fund level. Budgeted amounts are as originally adopted, or as amended by the Township Board during the year.

Excess of Expenditures Over Appropriations in Budgeted Funds

The Township is required under Public Act 621 to adopt a budget for the General Fund. The Township did not incur an excess of expenditures over appropriations for the General Fund.

NOTE 3: CASH DEPOSITS

Michigan Compiled Laws, Section 129.91, authorizes the Township to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations, which have an office in Michigan. The Township is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. At June 30, 2006, the carrying amount of the Township deposits, including the fiduciary fund, was \$725,693 and the bank balance was \$731,514. Of the above balance in cash, \$442,846 was covered by federal depository insurance. The Township may experience significant fluctuations in deposit balances throughout the year.

NOTE 4: PROPERTY TAX

Property taxes attach as an enforceable lien on property as of December 1. Taxes are levied in December and are payable from December through February 14. The Township bills and collects its own property taxes and also taxes for other governmental units. Collections of the other governmental units' taxes and remittance of them to the units are accounted for in the Agency Fund. Property tax revenues are recognized in the year for which they are levied.

The Township is permitted by state law, subject to State Headlee and Truth in Taxation provisions, to levy taxes up to \$1.00 per \$1,000 of assessed valuation for general government services and up to \$1.00 per \$1,000 assessed valuation for road repair and maintenance that was authorized by Township residents for the years 2001 - 2005.

The tax rates for the year ended June 30, 2006 are as follows:

Purpose	Rate/Assessed Valuation
General government service Road repairs and maintenance	\$.9883 per \$1,000 \$.9020 per \$1,000

NOTE 5: INTERFUND RECEIVABLES AND PAYABLES

The inter-fund balances within the primary government are as follows:

	Interfund Receivable		Interfund Payable		
General Fiduciary Fund	\$	2,660	\$ - 2.660		
	\$	2,660	\$ 2,660		

The inter-fund balances are for \$2,500 loaned to the fiduciary fund to keep its checking account open and is not expected to be paid back within one year. The remaining \$160 is for interest due on property taxes.

NOTE 6: CAPITAL ASSETS

Capital asset activity of the Township's primary government for the current year was as follows:

	alance y 1, 2005			Deletions		Balance June 30,2006	
Governmental Activities							
Capital assets not being depreciated: Land	\$ 25,601	\$		_\$	-	\$	25,601
Capital assets being depreciated:							
Land improvements	49,221		-		-		49,221
Buildings	147,542				-		147.542
Building improvements	9,685		-		-		9,685
Equipment	 45,857		8,352		-		54,209
Subtotal	252.305		8.352		-		260,657
Less accumulated depreciaiton:							
Land improvements	15,646		2,370				18,016
Buildings	73,479		3,689		-		77,168
Building improvements	484		484		-		968
Equipment	23,876		4,555		-		28,431
Subtotal	113,485		11.098				124,583
Net capital assets							
being depreciated:	138,820		(2,746)				136,074
Governmental activities net capital assets	\$ 164,421	\$	(2,746)	\$		\$	161,675

Depreciation expense was unallocated between functions in the statement of net assets.

NOTE 7: RISK MANAGEMENT

The Township belongs to the Michigan Municipal Liability and Property Pool, a public entity risk pool currently operating as a common risk management and insurance program for various municipalities throughout the state. The Township pays an annual premium for its general insurance coverage. The pool is self-sustaining through member premiums and reinsures through commercial companies for claims in excess of \$500,000 for each insured event.